

SAMPLE OF COMPANY LETTER TO BE SUPPLIED BY THE QATAR EMPLOYER

Please have the following typed on the Company's letterhead.

The letterhead should show the full company name, address, email and telephone numbers in Qatar

Current Date

Doha English Speaking School
P O Box 7660
Doha, Qatar

Dear Registrar,

This is to certify that Mr/Mrs _____ is employed with our company in the position of _____. We confirm that we will be processing his/her Qatar Work/Residence Visa and upon completion, Mr/Mrs _____ will be sponsoring his/her family for a Qatar Family Residence Visa. The child(ren) listed below will be under his sponsorship and a copy of their Qatar Residence visa will be provided as soon as it is available:

- 1. (Each child's name to be listed separately)**
- 2. (Each child's name to be listed separately)**
- 3. (Each child's name to be listed separately)**

Yours sincerely,

Signature of authorised company representative

Name of Authorised Company Representative

AUTHORISED COMPANY STAMP